



## SAME-AS PLANS REQUIREMENTS

**Effective July 1, 2004** the following rules and regulations will apply to the Same-as fast track process:

**Application must be complete:**

Submit two copies of building plans, one original copy of the window schedule form and two copies of a plot plan if applying for a building permit (If applying for a plan check only plot plans are not required). See "*Residential Application Checklist*" for building plan and site plan requirements.

**Same-as requirements:**

1. Definition: Same-as plans are plans that have been submitted and approved for repeated use for six months of date of last issuance with the building division in recorded subdivisions that are less than 3,600 sq. ft. (not including garage) single family dwelling occupancies with no part less than three feet from property line.
2. No Same-as plan allowed when W.U.I.I. conditions apply.
3. Same-as plans shown as flat lots must have finish grade change of not more than two feet. Same-as plans for sloped lots are permitted only if lot conditions are exact replications.
4. Engineering is required to be site specific. Applicant must provide a letter *or new cover page with a wet signed engineering stamp* from the engineer of record that displays the plan as being designed as a PCK, or for *specific lots of a* subdivision, or site specific *engineering*. Any change in finish grade of more than two feet will require a new Same-as plan and engineering.
5. Building plans shall be on standard 24"x36" paper drawing at a 1/4" = 1'-0" scale. Plan must be original drawing with no changes, markings, small sheet attachments, or changes. Mirror images must be shown on plans at 1/8" scale or on the reverse side of the page (double-sided plans), clearly marked as "R" and "L", and descriptions/labeling must be readable. Plan must be a clean set of unused plans.
6. No alterations or options: Except for bay windows and two or three car garages. The bay windows and garages must be shown as options on the first time plan review. First time through will bear the higher square footage, the following permits will be based on the square footage of the garage size. Any other changes will require a separate permit and plan review. Basements are not a permitted option, and separate permit and plan review will be required.
7. Same-as plans must be posted on the job site.

**Fees on Same-as Plans:** The first time through will the cost will be a full plan check fee. Subsequent applications will be charged at 1/2 the plan review fee.

**Time Frame on Same-as Plans:** Depends on workload.

**Time Frame on Building Permits W/ approved Same-as:** Minimum one-week turnaround. In some cases they may be issued over the counter if:

- applying for only one or two applications (depending on customer flow at time of application) **and**
- in a recorded subdivision or short plat **and**
- there are no holds **and**
- there are no required conditions to be met **and**
- there are no other issues with the plats.